



Meeting Minutes

October 17, 2016

The North Dakota State Staff Senate met on October 17, 2016 via ND IVN.

- I. Call to order
 - a. The meeting was called to order at 2:30pm CT on October 17, 2016 by ND State Staff Senate President Katie Peterson (WSC).
- II. Roll call
 - a. **Bismarck State College (BSC):** Retha Mattern
 - b. **Core Technology Services Office (CTSO):** Randy Wald
 - c. **Dakota College Bottineau (DCB):** Mike O'Toole
 - d. **Dickinson State University (DSU):** Laura Fetting, Loretta Heidt
 - e. **Lake Region State College (LRSC):** Bobbi Lunday, Andy Wakeford
 - f. **Mayville State University (MaSU):**
 - g. **Minot State University (MiSU):** Linda Benson, Mindy Rudnick
 - h. **North Dakota State College of Science (NDSCS):** Lisa Braun, Bruce Woytassek
 - i. **North Dakota State University (NDSU):** Diane Axness, Amanda Groom
 - j. **University of North Dakota (UND):** Pam Henderson, Diane Hillebrand
 - k. **Valley City State University (VCSU):** Kelli Heath
 - l. **Williston State College (WSC):** Katie Peterson
 - m. **NDUS Representative:** Linda Donlin (Not Present)
 - n. **HRC Representative (NDSCS):** Lisa Braun (NDSCS)
 - o. **HRC Liaison:** Gail Ebeltoft (Not Present)
 - p. **SBHE Representative (LRSC):** Andy Wakeford
- III. Approval of Agenda
 - a. A motion to approve the agenda was made by Lisa Braun (NDSCS) and seconded by Mike O'Toole (DCB). Motion carried, agenda approved.
- IV. Approval of Minutes
 - a. A motion to approve the minutes from the September 19th meeting was made by Lisa Braun (NDSCS) and seconded by Diane Axness (NDSU). Motion carried, minutes approved.
- V. Reports
 - a. Campus Updates – No verbal updates were given.
 - b. SBHE Staff Advisor Report – Andy Wakeford (LRSC) reported that the next State Board of Higher Education (SBHE) meeting will be held on October 27th. The agenda will be available at <http://ndus.edu/board/agendas/>. Andy reported that the September meeting was held at UND and budgets cuts were discussed. The SBHE discussed trying to save money by hosting Skype meetings, with 4-5 hubs around the state to host. There will be a face-to-face

meeting in Minot on November 16th followed by a conference call/Skype meeting in December. All meetings have been set for the fiscal year. Andy will ask to be included in providing updates either at the meeting or via meeting materials sent out with the minutes. Discussion was held on how this happened in the past and that the NDSSS President traveled to all of the SBHE meetings and gave the updates.

- c. HRC – Lisa Braun (NDSCS) reported that the HRC has not met or sent any correspondence recently.
- d. SBHE Task Forces
 - i. Tuition/Fees Model – Andy Wakeford (LRSC) reported that the Tuition/Fees Model discussion was tabled at the September SBHE meeting, requesting further information. The plan is to discuss at the October meeting.

VI. Business Agenda

- a. Legislative Session Special Group – Katie Peterson (WSC) mentioned to keep in mind if you or anyone on your campus would like to join this group. Please bring the names to the November meeting.
- b. Employee and Dependent Tuition Waiver Discussion – Katie Peterson (WSC) reported that she emailed a summary sheet with the information she gathered on Employee and Dependent Tuition Waiver Policies across campuses. Discussion was held on the various policies. Retha Mattern (BSC) asked why this was being looked at and if the policies should be the same across all campuses. Diane Axness (NDSU) mentioned that an employee at NDSU had a student who couldn't obtain a specific degree from that institution, so they had to go to a different one and the waiver did not transfer. Katie requested that if anybody has updates or changes that need to be made to the information that was reported for their campus, to send to her and she will make the edits.
- c. Jeans Day – Retha Mattern (BSC) asked what policies campuses have regarding jeans day and how it works. Discussion was held and several campuses discussed how it works for them. Any additional information, including campus policies, who collects the money, what is done with the money, and how Staff Senate is involved, can be sent to Katie Peterson (WSC).

VII. Open Discussion

- a. Katie Peterson (WSC) reminded the group that if there are updates to the listserv, they be sent to Krissy Kilwein (DSU).

VIII. Future Meetings

- a. State Staff Senate Meeting – November 21, 2016 at 2:30pm CT

IX. Adjournment

- a. The meeting adjourned at 3:14pm CT.

Respectfully submitted,

Laura Fretting
ND SSS Secretary 2016-17